



DEPARTMENT OF THE AIR FORCE
AIR FORCE RESERVE COMMAND

15 SEP 2005

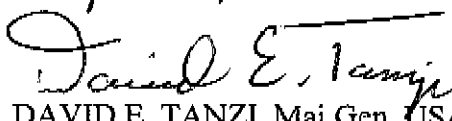
MEMORANDUM FOR AFRC NAF/WING COMMANDERS
HQ AFRC LIMITED STAFF

FROM: AFRC/CV

155 Richard Ray Blvd
Robins AFB GA 31098-1635

SUBJECT: Air Force Reserve Command Policy on Alternative Dispute Resolution (ADR)

1. It is Air Force policy to voluntarily use ADR to the maximum extent practicable and appropriate to resolve disputes at the earliest stage feasible, by the fastest and least expensive method possible, and at the lowest possible organizational level.
2. The ADR processes have already proven to be highly effective in resolving AFRC workplace disputes quickly and fairly. In FY 2004, AFRC bases resolved 75% of the disputes in which ADR was attempted. This success rate is commendable. While ADR is not appropriate in every workplace dispute, it is a viable alternative in the great majority. Installation Commanders and their staffs are responsible for making every reasonable effort to ensure supervisors and employees have the tools to resolve disputes in a way that preserves integrity in the workplace and furthers mission accomplishment. Tenant and Associate Wing Commanders should ensure full cooperation and compliance with the host base ADR program is provided at all times.
3. Adoption of the AFRC ADR Plan is only our first step. AFRC Installation Commanders must appoint an ADR Champion NLT 15 Oct 2005 to design and implement local ADR plans or enhance current processes IAW with this Plan, workplace dispute workload, and mission requirements. Commanders should ensure DPC, EEO, JA, and affected unions receive a copy of this policy letter and the AFRC ADR Plan. ADR Champions must also involve these stakeholders as they develop/enhance their local plans to ensure successful implementation.
4. I strongly support the use of ADR and highly encourage you to review your workplace dispute resolution procedures and implement ADR where appropriate. The AFRC ADR Champion is Mr. Steve L. Mann, HQ AFRC/DP, DSN 497-1215. Mr. Mann and his staff are ready to support your efforts.

Regards,

DAVID E. TANZI, Maj Gen, USAF
Vice Commander

Attachment:
AFRC ADR Plan